

SANDY CITY
APPROVED POSITION SPECIFICATIONS

I.	<u>Position Title:</u> Full Time Maintenance Worker	<u>Revision Date:</u> 02/06
		<u>EEO Function:</u> Parks & Rec
		<u>EEO Category:</u> Service-Maint.
		<u>Status:</u> Nonexempt
		<u>Control No:</u> 30615

II. Summary Statement of Overall Purpose/Goal of Position:

Under the close supervision of the Assistant Parks Division Head, Parks Supervisor and/or Crew Leaders, performs skilled work pertaining to risk management, maintenance and construction of City parks, streetscapes, sites, cemetery, Parks and Recreation facilities, City special events irrigation systems, and/or athletic fields.

III. Essential Duties

GROUPS MAINTENANCE

- Operate various types of heavy, light, and complex equipment used in the maintenance and construction of City parks, cemetery, athletic fields and recreation facilities, i.e., ten-wheel dump trucks, backhoes, front end loaders, mowers, tractors, etc.
- Perform landscape construction and maintenance including soil preparation, mowing, aerating, and planting of trees, shrubs, sod, and lawn seed.
- Perform burials at grave sites.
- Apply pesticide/fertilizer in City parks, streetscapes and buildings.

FACILITIES MAINTENANCE

- Operate various types of custodial and grounds maintenance equipment including floor buffers, carpet shampooers, power snakes, drills, electric saws, front end loaders and tractors.
- Construct, clean, inspect and make repairs on Parks & Recreation facilities including restrooms, playground equipment, tennis courts, fences, drinking fountains, etc.
- Perform janitorial work including minor repairs and upkeep; assist in community promotion projects by setting up tables, lights, sound equipment and props; work varied time schedule as required by assignment, duties, and/or season.
- Remove graffiti using baking soda, water, sand, power washer, chemicals, and sandblaster.

BALL FIELD MAINTENANCE

- Act upon, report, and document safety problems related to field condition.
- Evaluate and coordinate the safety of playing fields.
- Line soccer and flag football fields.
- Drag athletic field using an ATV.
- Fill in athletic field holes using a shovel and rake.
- Water athletic fields using fire hoses.
- Chalk ballfields as preparation for play.
- Operate various types of heavy, light and complex equipment.

IRRIGATION MAINTENANCE

- Inspect and make light repairs on sprinkler systems.
- Operate various types of equipment including saws, shovels, etc.
- Manually water turf as instructed.
- Install and maintain sprinkler systems

IV. Marginal Duties

- Perform snow removal.
- Perform set-up and take-down of special events.
- Keep maintenance records.
- Supervise seasonal employees.
- Other duties as assigned.

V. Qualifications:

Education: High school diploma or equivalent preferred, six months training in parks maintenance and construction and/or related field.

Experience: One year closely related work experience may substitute any equivalent combination of education and experience.

License/ Certification: Must possess a valid Utah Driver's License; must possess a valid Utah Commercial Driver's License (CDL) within six months of hire; must have CPR certification.

Probationary Period: A one-year probationary period is a prerequisite to this position.

Knowledge of: Tools, machines, and equipment used in the maintenance and construction of City parks, athletic fields, the cemetery and recreation facilities; principles of supervision and planning; OSHA safety standards; general construction practice and procedures; principles of plant and turf life.

Responsibility for: Great responsibility for the care, condition and use of materials, equipment, and tools; inform supervisor of athletic field problems that could restrict or deny field use; responsible for up to 3 seasonals

Communication Skills: Minimal contacts with other departments and the public (coaches, school children) requiring tact and judgement.

Tool, Machine, Equipment Operation: Regular use of both light and heavy trucks and four-wheeled ATV's; frequent use of riding and walk-behind mowers, tractors, backhoes, and other facility, park and athletic field maintenance related equipment.

Analytical Ability: Follow written and verbal instructions; organize, delegate and establish meaningful goals.

VI. Working Conditions:

Extensive field work in parks and cemetery (90% of work is performed outside); frequent exposure to heat, cold, and wet/humid conditions; constant exposure to excessive noise and vibration; frequent walking, bending and lifting (up to 50 lbs.), moderate stooping and/or kneeling; frequent exposure to excessive environmental and/or physical hazards; requires some weekend, holiday, and evening work; this is a heavily supervised position.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.